CONSTITUTION,

REGULATIONS AND BY-LAWS

OF THE

MONTREAL SANITARY ASSOCIATION.

ADOPTED 24th DECEMBER, 1886.

MONTREAL:
PRINTED BY GAZETTE PRINTING COMPANY.
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N.B.—Applications for inspection must be sent to the Engineer, Standard Building, St. James Street.

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CONSTITUTION,

REGULATIONS AND BY-LAWS

OF THE

MONTREAL SANITARY ASSOCIATION.

OBJECTS.

1. To provide its members, at moderate cost, with such practical advice and supervision as will ensure the proper sanitary condition of their own dwellings.

The operations of the Association may be extended at the discretion of the Council.

2. The Association, in its work, will not conflict with the public authorities, but will supplement and aid municipal inspection by bringing to the notice of the proper authorities any infractions of their regulations.

MEMBERSHIP AND FEES.

Persons become members upon payment, *in advance*, of an annual subscription which, for original members, (all who are members at the end of the year 1887), shall not exceed $10.

It shall be in the power of the Council to institute an entrance fee and to alter the annual payment to be made by new members, but not to increase the annual payment to be made by those who were members in the year 1887.

The financial year shall begin on the 1st of January,

and no member in arrears shall be entitled to the services of the engineer until all such arrears have been paid.

Members may withdraw from the Association on payment of arrears and a notification to the Secretary, in writing, at least one month before the close of the current year.

PRIVILEGES.

Every member shall be entitled to the following privileges :—

1. As soon as possible after joining the Association, a report by the engineer of the Association on the sanitary condition of one dwelling or property, with specific recommendations, if necessary, as to the improvement of its drainage, water-supply and ventilation. Should the engineer require assistance in opening wainscotings, lifting floors, digging, &c., in order to make a thorough examination, the actual expense of such assistance must be borne by the member interested.

N. B.—The Council will determine what shall be considered one dwelling or property.

2. The supervision of such alterations as may be carried out by the advice or with the approval of the officers of the Association.

3. An *annual* inspection of the said dwelling or property, and a report on its sanitary condition, by the engineer of the Association.

N. B.—Periodical inspections are absolutely necessary in order to secure the perfect working of a sanitary system, as failures from decay, neglect, the gradual stopping of drains and pipes by accumulations of grease and

rubbish, the corrosion of metal pipes, the fracture of earthenware pipes, and other accidental disturbances, are continually occurring, although the design and construction of all the parts of the system may be thoroughly good.

4. Supplementary inspection and advice regarding the said dwelling or property, at any time, on payment of a supplementary fee, to be fixed by the Council.

5. Reports as to the sanitary condition of any dwellings or properties designated by any member, on payment of fees to be fixed by the Council.

N.B.—All travelling expenses incurred in the inspection of houses or other properties beyond the city limits shall be borne by the member interested.

6. Reports on the plans of new buildings, on payment of fees to be fixed by the Council.

7. Consultations with the engineer at his office without further charge.

8. A vote in the election of the Council. If a member subscribes in respect of several dwellings or properties, he shall have a vote in respect of each.

Note.—The Association will not publish any reports made to a member, nor will it hold itself responsible for the use a member may make of such reports.

MEETINGS.

A general meeting of the Association shall be held annually in the month of January, at which a Council of sixteen members shall be appointed, of whom six shall

be a quorum. The Council shall meet as often as is found necessary for the transaction of business, and shall have power to call extraordinary meetings of the Association at its discretion.

OFFICERS.

President and Council.—The Council shall, from its body, elect a president, whose business it shall be to preside over all meetings, two vice-presidents and a treasurer.

The Council shall have power to frame by-laws from time to time, for the better administration of the Association, and to manage the affairs of the Association in such manner as may seem best fitted to promote its objects and to extend its influence, but not to alter the general purposes of the Association.

All expenditure of funds of the Association shall require the sanction of the Council.

The Council shall appoint, and shall have power to dismiss, all paid officers of the Association, who shall hold their appointments at the will and pleasure of the Council.

Resident Engineer.—Each Resident Engineer shall give his whole time to the service of the Association, and shall not engage in any other business.

He shall place the reports of all his inspections upon record in a book to be kept for that purpose, and shall transmit copy of the same to the member interested.

He shall not recommend to members the employment of any builder, plumber or tradesman.

He shall not recommend the employment of any patented appliances, except with the approval of the Council.

He shall not be entitled to receive any fee or remuneration from any other company, society, or person, whatever, for advice on sanitary or other matters.

His salary shall be paid by the Association, as may be fixed from time to time by the Council.

Secretary.—The Secretary shall keep such books and forms as the Council may from time to time direct, and he shall have the superintendence and charge of all the minute-books, letter-books, lists and registers belonging to the Association. He shall keep the minute-books of all meetings of the Association and of the Council, and shall conduct the correspondence of the Association in accordance with the rules which may from time to time be laid down by the Council.

He shall prepare and cause to be issued to all members, at least two days before each general, ordinary, or extraordinary meeting, printed circulars containing the programme of all business to be brought before each meeting.

N. B.—The registers shall contain a summary of all communications, and a list of the titles of these communications shall be prefixed in the order of the dates when they have been received.

His salary will be fixed by the Council.

Treasurer.—The Treasurer shall receive and take charge of the funds of the Association, collecting the money when due and granting the necessary receipts. He shall make payments on account of the Association, under the direction of the Council, and shall keep regular books of accounts, including bank books, which shall be periodically audited.

He shall place all moneys belonging to the Association in the Bank of Montreal, in the name of the Association, unless the said moneys shall have been ordered by the Council to be otherwise invested or applied.

He shall operate on the bank account by orders or drafts, to be signed by him as Treasurer and countersigned by the President.

At the general meeting of the Association, in the month of January, he shall lay on the table an abstract of the income and expenditure of the Association for the preceding year, with a statement of the funds belonging to the Association, and also a list of those members who shall be in arrears of their annual contributions.